



International Organization for Migration (IOM)  
The UN Migration Agency

## Open to Internal and External Candidates

Position Title : **Internship Global Migration Data Portal**  
Duty Station : **Berlin, Germany**  
Reference Code : **Intern-DE1-2018-09**  
Classification : **MSA**  
Type of Appointment : **20-40hrs/week; 6 Months with the possibility of extension**  
Estimated Start Date : **01 September 2018**

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

### ***Context:***

The Global Migration Data Analysis Centre (GMDAC) is part of IOM's International Cooperation and Partnership Department and is responsible for providing all stakeholders with a better understanding of global migration data. GMDAC is involved in a variety of tasks including data analysis, capacity building and knowledge management (communication).

GMDAC is hosting the Global Migration Data Portal. The Portal pursues a long-term strategy to become the primary point of departure for all stakeholders interested in migration data and to become an exchange platform for the international community of migration experts and agencies. The objective of the Global Migration Data Portal is to become a comprehensive, one-stop shop for migration information and data—both in the form of timely textual analysis and, in particular, for data access and analysis purposes. The Portal includes a section on explaining key migration themes and recent trends, describing the strength and weaknesses of key data sources, and a world map with key migration statistics and national country profiles featuring key migration indicators in an interactive dashboard.

Under the overall supervision of the Director of GMDAC and in direct supervision of the Senior Analyst and Head, Project Support Unit of the Global Migration Data Analysis Centre, and the Data Editor, the intern will the intern will perform the following duties and responsibilities:

### ***Core Functions / Responsibilities:***

- Support the update of the Global Migration Data Portal's world map, thematic pages, and other sections as needed with the latest data available;
- Assist with compiling migration information and data, generate concepts to visualize migration data for thematic pages, and draft new thematic pages and migration data country and regional overviews for the Global Migration Data Portal;

- Assist with social media outreach (i.e. Twitter and Facebook), production of communication outputs and other ad-hoc requests;
- Provide general support to the Global Migration Data Portal team;
- Assist with the preparation of presentations and other tasks as they arise;
- Perform any other duties as assigned by the immediate supervisor or the Director of GMDAC.

## ***Required Qualifications and Experience***

### **Education**

- Student or graduate; preferably in Economics, Statistics, International Relations, Social Sciences, Development Studies, International Affairs or any related discipline;

### **Experience**

- Background in migration data analysis and statistics;
- Strong computer literacy;
- Critical thinking and writing skills;
- Ability to timely understand the Organization's structure and portfolios;
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds;
- Ability to produce quality work accurately and concisely according to deadlines;
- Practical experience in multi-tasking, prioritizing and working independently;

### **Languages**

Excellent knowledge of spoken and written English; working knowledge of German and IOM languages (French, Spanish) is an asset.

## ***Required Competencies***

- Accountability – takes responsibility for action and manages constructive criticisms
- Continuous Learning – promotes continuous learning for self and others
- Communication – listens and communicates clearly, adapting delivery to the audience
- Creativity and Initiative – actively seeks new ways of improving programmes or services
- Planning and Organizing - plans work, anticipates risks, and sets goals within area of responsibility
- Teamwork – contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation
- Technological Awareness - displays awareness of relevant technological solutions.

## ***Other***

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

This post is subject to local recruitment. Only persons holding a valid residence and work permit for Germany will be eligible for consideration.

## ***How to apply:***

Interested candidates are invited to submit their application including a CV and a cover letter not exceeding more than one page, relevant certificates and references by email to [HRDGermany@iom.int](mailto:HRDGermany@iom.int) (max 5 MB). Due to the volume of applications received, IOM Germany Human Resources will not be able to respond to all inquiries about the application status and will only contact shortlisted candidates.

## ***Contact***

International Organization for Migration / Germany  
Human Resources  
Ms Lisa Rauscher